## **Aubrey Kagan**

From: Element K tips [tips@offers.elementkjournals.com]

Sent: March 29, 2004 5:06 PM

To: akagan@emphatec.com

Subject: IME Tip: Change the default colors Excel assigns to chart points (97/2000/2001/2002)

Dear Microsoft Excel Tips subscriber,

Here's another useful Microsoft Excel tip from Element K Journals, your number one source for software tips and techniques.

PLEASE VISIT OUR SPONSOR

Learn best practices for securing and protecting your network in this 90-minute audio conference

Tell the network professionals at your company about this invaluable audio conference!

No matter what type of company you are, network security, safety, and protection must be a priority. Building a strong defense against the "unfriendly forces" is the first step in eliminating threat.

Join our panel of experts as they discuss this important topic at Element K Journals' upcoming audio conference ...

Best Practices for Building Impregnable Networks

Date: Thursday, April 15, 2004

Time: 2:00 - 3:30 p.m. Eastern

For more information, or to register online now, go to: http://www.elementkjournals.com/buy/showPromo.asp?coupon=112757&m4session\_id=ZPBzVsH

Call 1-800-223-8720 to register by phone (Canada toll-free: 1-877-203-5248, Outside the U.S. and Canada: 585-240-7301).

\*\*\*\*\*\* THE TIP \*\*\*\*\*\*

Change the default colors Excel assigns to chart points (97/2000/2001/2002)

You're probably so used to the standard colors Excel assigns to chart lines and data points that you've never thought about changing them. For example, when creating a column chart that contains multiple data series, the first data series is always colored a purplish-blue shade by default. The next series is a magenta color, the next is pale yellow, and so on, for up to eight series. You may prefer that the default colors are tailored to an overall design scheme or you may simply want a change.

Fortunately, it's easy to change the default colors Excel uses to fill chart items and lines.

To assign your own colors, choose Tools | Options from the menu bar while the workbook that will contain your charts is open. Then, click on the Colors tab. The sample squares next to the Chart Fills and Chart Lines labels indicate the colors that Excel sequentially assigns to chart items. To change a particular color, select the appropriate square in the Chart Fills or Chart Lines sequence. Then, click the Modify button. Pick one of the standard colors from the color wheel or click on the Custom tab to create a new color. Finally, click OK. If you ever want to restore Excel's defaults, click the Reset button to restore all of the color items to their original settings. Finally, click OK to save the color modifications.

Any color setting changes you make will apply only to the current Workbook. Also, changing the settings will update any existing charts in the workbook that depend on the default settings to use the new colors.

Click here to email this tip to a friend, and you'll both get an online coupon to save 20% off all items purchased at www.elementkjournals.com.

PLEASE VISIT OUR SPONSOR
\*
Learn Microsoft Outlook for less

Save up to 20% off these timesaving resources for Microsoft Outlook users!

- QuickSkill 3 Computer-Based Training (CBT) CD for Microsoft Outlook 2002. This CD is packed with interactive tutorials, filled with rich graphics and audio features, which allow you to learn Outlook 2002 at your own pace anytime, anywhere.
- Quick Reference Cards for Microsoft Outlook 2002 or 2003. Created by our team of software experts, these six-panel, tri-fold cards will help you take advantage of the newest features of Microsoft Outlook 2002 or 2003.

To learn more or to order today, go to http://www.elementkjournals.com/buy/showPromo.asp?coupon=112551&m4session\_id=ZPBzVsH

\*\*\*\*\*\* SUBMIT A TIP! \*\*\*\*\*\*

Do you have a shortcut or technique that's tip worthy? If so, send it to ime\_editor@elementk.com. If we use your submission, we'll include your name and email or Web address, along with the tip.

\*\*\*\*\*\* SERVICES \*\*\*\*\*\*\*

Want to sign up for your own tips? If this tip was forwarded to you by a friend and you would like to receive your own FREE tips, sign up at http://www.elementkjournals.com/tips.asp

This weekly tip is delivered to you as a free service from Element K Journals,